

**Syllabus – Fall 2012**  
**ART K288 and ART 291: Portfolio Preparation I & II**  
**M/W 3:45-6:30 pm**  
**Classroom: D-103**  
**Three Rivers Community College**

**Sandra Jeknavorian, Professor**  
**Office: C-152**  
**Office Hours: M/W 2:00-3:30 pm**  
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### Prerequisite

Placement test score indicating ENG\* K101 or completion of ENG\* K100 with a C or better, and permission of the instructor.

### Course Description

Students will prepare a portfolio stressing the individual's career and/or education goals. This course is recommended for any student preparing to transfer, apply for graduate study or apply for a job in art or architecture. Students will become familiar with the essential business practices of the visual arts profession and will learn how to professionally photograph and present their work. Studio: Meets 6 hours per week.

### Course Overview

Suggested assignments will be given, but students may work in their medium or media of choice and will complete a series of works to expand upon their existing body of work to create a well-rounded portfolio. Students are encouraged to work in representation, abstraction, or a combination of both. Students are required to set their own goals for their drawings and to identify and establish their own style and body of work with cohesive themes or visual elements. Four to five class meetings will be devoted to drawing from a nude model. Assignments will be worked on both inside and outside of class. Individual critiques will be held at most class meetings. In this course, due dates will be given and students must complete pieces for each of these due dates. A group critique will be held on these assignment due dates. A minimum of one piece must be complete for each critique date, and a minimum of four large (24 x 36" or larger for 2D work) or 8 small (about 16 x 20" for 2D work) pieces must be completed by the final critique. The subject of all assignments is open- the professor and the student will individually agree on the specifics. Students should plan to spend a minimum of 5 hours per week working outside of class. Students should also continue to develop and utilize an informed visual vocabulary through the group critiques and group discussions that are held in conjunction with the reading and writing assignments in this course. Students will gain knowledge of the business of the art world through discussions and presentations with the professor and a guest speaker and many of the assignments.

### Learning Outcomes

Upon successful completion of this course students should:

- Show improvement in technical use of chosen medium or media.
- Be able to set their own goals for their work.
- Possess thoughtful methods of constructive criticism and be able to engage in an artistic dialogue.
- Complete a body of work with a wide range of media, subject matter, and themes.
- Demonstrate knowledge of the business of the art world.

### Reading and Writing Assignments/Juried Show Assignment

Three 2-page writing assignments will be required for this course. The first will be an essay chosen from one of four topics. One will be on an artist recommended by the professor, using books in the library and the library's research guides that are listed here: <http://www.trcc.commnet.edu/library/Guides/artpage.htm>. The last paper will be based on a visit to a museum or gallery when an opening reception is taking place. Group discussions will be held on these due dates. Students will also be required to periodically submit in writing their personal goals and expectations for their own drawings. Students will also be required to submit their work for entry into a juried show of their choice.

### Evaluation Procedures

All materials involved such as sketches, written goals and the end product for each project will be reviewed and/or collected on assignment due dates. On their due date, assignments should be complete at the beginning of class. Those that put forth effort in this class will inevitably show improvement in their work as the class progresses.

### Midterm Reviews/Final Portfolio/Student Art Show

Each student will have an individual appointment with the instructor for the Midterm Review. At this meeting the student will receive their grade as is stands and will have a discussion regarding their performance and progress in class. Any other concerns the student or instructor has will be discussed. On the last class meeting, students will submit all of their work from the course. This comprises the final portfolio, which will be graded. A pick-up date for students to get their portfolios back will be scheduled within two weeks following the last day of classes. The professor will inform students of this date once it has been scheduled. There is a college-wide Student Art Show at the end of every academic year in May. All students who take an art class are invited to submit one piece done in each class to this show. Students should notify the professor when submitting their final portfolios and she will hold their work and submit it to the show if requested. Several cash prizes are awarded to students whose work is displayed in the Student Art Show by an outside juror.

### Class Discussion

You are expected to be in class with a positive attitude. A positive and amicable environment is a good learning environment. Participating with energy and enthusiasm in class exercises, discussions and critiques is to everyone's benefit. Everyone should contribute frequently in each critique and discussion. Those who participate more will receive a higher grade in this area.

### Explanation of Criteria for Evaluation/Grade Weights

Projects- The average of all graded pieces comprises 50% of the final grade.

Class Participation (Includes participation in critiques and class discussions)- This comprises 20% of the final grade.

Studio Conduct (Includes how clean you leave the studio and your level of professional conduct in class)- This comprises 15% of the final grade.

Effort/Improvement (Includes how productive you are inside and outside of class and your improvement throughout the semester) - This comprises 15% of the final grade.

### Course Requirements

Attendance- Please plan to attend all classes and to miss class only for extenuating circumstances. Attendance on critique dates is mandatory. An absence on a critique date will be recorded as two absences (unless a legitimate written excuse is provided.)

Tardiness/Leaving Early- Most class announcements are made either at the beginning or end of class. Students who arrive late to class or leave class early will not only miss hearing important information, but also are disruptive to the rest of the class, as the professor may have to repeat information. Every two times a student leaves early or arrives late equals one absence.

Deadlines- Assignments not completed on time will be lowered one letter grade for each week they are late (an A becomes a B.)

Completion of all assignments and attendance at final critique- No student may receive a passing grade for this course without completing the minimum amount of required assignments as stated in "Course Overview"

above and must be present at the final critique to pass the course (unless a legitimate written excuse is provided.)

### Grading System

Projects: A, A-, B+, B, B-, C+, C, C-, D+, D, D-, F      Papers: √+, √, √-

### Numerical Components

A	93-100	√+	86-100
A-	90-92		
B+	87-89		
B	83-86		
B-	80-82	√	85-74
C+	77-79		
C	73-76		
C-	70-72		
D+	67-69	√-	73-60
D	63-66		
D-	60-62		
F	0-59		

### Academic Dishonesty

Academic Dishonesty shall in general mean conduct which has as its intent or effect the false representation of a student's academic performance, including but not limited to (a) cheating on an examination, (b) collaborating with others in work to be presented, contrary to the stated rules of the course, (c) plagiarizing, including the submission of others' ideas or papers (whether purchased, borrowed, or otherwise obtained) as one's own, (d) stealing or having unauthorized access to examination or course materials, (e) falsifying records of laboratory or other data, (f) submitting, if contrary to the rules of a course, work previously presented in another course, and (g) knowingly and intentionally assisting another student in any of the above, including assistance in an arrangement whereby any work, classroom performance, examination or other activity is submitted or performed by a person other than the student under whose name the work is submitted or performed.

### Inclement weather

In the event of inclement weather, students should check the college website at [www.trcc.commnet.edu](http://www.trcc.commnet.edu). There will be a message on the main page indicating whether or not classes are being held. You can also enroll in the free service, "myCommNet Alert." myCommNet Alert is a notification system that delivers critical information to students, faculty and staff of the Connecticut Community Colleges in the event of an emergency. The system delivers emergency messages through text messaging over cellular phones. Emergencies may include campus-related immediate health or safety situations and may also include weather-related class cancellations. Log in to the myCommNet portal from <http://my.commnet.edu>. On the Home Tab's left column under the System Announcement Channel you will see the myCommNet Alert Channel. Click the "Create Account" link in the myCommNet Alert Channel. Then in the upper right-hand corner you will see the link to "Create Account", click this link to create your account profile.

### Electronic Devices

Cell phones and other electronic devices are allowed in class only if they are turned off or turned to silent mode. Under no circumstances are phones to be answered in class or is text messaging or other use of electronic devices to be done in class. When there are extenuating circumstances that require a student to be available by electronic device, the student should speak to the instructor prior to class, so together they can arrive at an agreement.

### Revisions to Syllabus

The information contained in this syllabus including the class outline is subject to revision at the discretion of the professor. Students will be notified of any changes that will be made.

### College Withdrawal Policy

A student who finds it necessary to discontinue a course once class has met must provide written notice to the Registrar. Withdrawal forms are available at the Registrars on all campuses. Nonpunitive "W" grades are assigned to any withdrawal requested before the various unrestricted withdrawal deadlines listed in the calendars published in front of each session's course listings. Withdrawal requests received after these deadlines must bear professor signatures. No withdrawals are permitted after the last class preceding the final exam. Students who do not obtain an official withdrawal, but simply stop attending classes, run the risk of receiving an "F" grade for the course.

### Disabilities Statement

If you have a hidden or visible disability that may require class modifications, please notify me as soon as possible. Students with Learning or Physical Disabilities should contact the Learning Specialist, Chris Scarborough at 860.892.5751 or at [cscarborough@trcc.commnet.edu](mailto:cscarborough@trcc.commnet.edu) as soon as possible to ensure timely accommodations.

### Facilities Policy

Please respect the studio and the other students who use it. Please clean up your work area at the end of class. Clean your easel ledge and throw away any trash. If you borrow any studio supplies, put them back. Studio art projects involving the use of any art materials other than pencils and pens must be worked on in designated art studios at the college only. Do not use art supplies such as paint, charcoal or glue in other areas of the college such as the cafeteria or student lounges as they may damage furniture and fixtures at the college.

### Hazardous Materials Statement

Acrylic paints are a hazardous material and must be handled with the proper care. There will be no eating while working with paints as this allows for possible ingestion of the paints. A 15-minute break will be taken during each class meeting. Any eating should take place then, outside of the classroom.

Although not as toxic as oil paints because they do not create fumes, the pigments used in acrylic paints are toxic. They should never be eaten or remain in contact with the skin for extended lengths of time. It is recommended that you wear rubber gloves when painting, but it is not required. If paint makes contact with your skin, wash the area as soon as possible so as to not allow the toxic chemicals to enter your body through the skin.

Liquid waste created in the painting process (your used water medium) may be poured down the drain, but solid waste materials such as excess unused paint, paper towels containing paint residue, or any other material containing paint residue should be placed in one of the red metal canisters under the sinks, not in the regular trash receptacle.

Class Outline (schedule subject to change when necessary)

M 8/27/12	Introduction to class. Writing Assignment 1 introduced. Suggested Assignments 1 & 2 introduced.
<b>W 8/29/12</b>	<b>Students bring in existing portfolios.</b> Group discussion. In-class work if time allows.
<b>M 9/3/12</b>	<b>No Class- Labor Day</b>
W 9/5/12	Juried Show assignment introduced. In-class work. Individual in-progress critique/discussion.
M 9/10/12	Informational Guest Presentations In-class work if time allows. Individual in-progress critique/discussion.
W 9/12/12	In-class work. Individual in-progress critique/discussion. Suggested Assignments 3 & 4 introduced.
<b>M 9/17/12</b>	<b>Group Critique 1: Assignments 1 &amp; 2 Due.</b> In-class work if time allows.
W 9/19/12	In-class work. Individual in-progress critique/discussion.
M 9/24/12	In-class work. Individual in-progress critique/discussion.
W 9/26/12	Figure Drawing Session 1.
<b>M 10/1/12</b>	<b>Writing Assignment 1 Due- Essay. Group Discussion.</b> Writing Assignment 2 Introduced. In-class work if time allows.
W 10/3/12	In-class work. Individual in-progress critique/discussion.
M 10/8/12	In-class work. Individual in-progress critique/discussion. Suggested Assignments 5 & 6 introduced.
W 10/10/12	Figure Drawing Session 2.
<b>M 10/15/12</b>	<b>Group Critique 2: Assignments 3 &amp; 4 Due.</b> In-class work if time allows.
W 10/17/12	In-class work. Individual in-progress critique/discussion.
<b>M 10/22/12</b>	<b>Mid-Term Reviews</b>

W 10/24/12	In-class work. Individual in-progress critique/discussion.
<b>M 10/29/12</b>	<b>Writing Assignment 2 Due - Artist Research Paper. Group Discussion.</b> In-class work. Individual in-progress critique/discussion. Writing Assignment 3 Introduced. Suggested Assignment 7/8 introduced.
<b>W 10/31/12</b>	<b>No Class- Happy Halloween.</b>
<b>M 11/5/12</b>	<b>Group Critique 3: Assignments 5 &amp; 6 Due.</b> In-class work if time allows.
W 11/7/12	In-class work. Individual in-progress critique/discussion.
<b>M 11/12/12</b>	<b>No Class- Veteran's Day Observed.</b>
W 11/14/12	Figure Drawing Session 3.
<b>M 11/19/12</b>	<b>Visit From area college representatives for portfolio reviews.</b>
<b>W 11/21/12</b>	<b>No Class- Thanksgiving Recess</b>
M 11/26/12	In-class work. Individual in-progress critique/discussion.
W 11/28/12	Figure Drawing Session 4.
<b>M 12/3/12</b>	<b>Writing Assignment 3 Due – Visit to Museum/Gallery Opening Reception. Group Discussion.</b> In-class work if time allows.
W 12/5/12	In-class work. Individual in-progress critique/discussion.
<b>M 12/10/12</b>	<b>Final Critique: All Assignments Due. Juried Show Assignment Due.</b>
W 12/12/12	Final Portfolio Selections. Photographing session.
<b>M 12/17/12</b>	<b>Submission for Student Art Show Due.</b> Continue Final Portfolio Selections if needed. Photograph editing session.

Supply List

You are required to purchase the following, which are available at the bookstore or at any art supply store.

9 x 12" sketchbook

18 x 24" newsprint pad

18 x 24" charcoal paper pad

Pencils

Pencil sharpener

Tuff-Stuff Stick Eraser

White plastic eraser or kneaded eraser

Package of 5 sticks medium willow/vine charcoal

Chamois cloth or clean rags

Can of Workable Spray Fixative

20" x 26" Portfolio case with handles (optional)

CD-RW disk 650 MB minimum (if taking portfolio digital photos)